



**DORSET & WILTSHIRE
FIRE AND RESCUE
AUTHORITY**

Item 18/05

**DRAFT Minutes of the
Dorset Local Performance and Scrutiny Committee
held at 10:00 hours on Tuesday 14 November 2017 at the
Dorchester Community Fire Station, Peverell Avenue West, Poundbury,
Dorset DT1 3SU**

These are draft minutes prepared by officers to be approved by the Dorset LPS Committee at their next meeting.

Members present: Cllr Colin Jamieson (Chairman); Cllr Richard Biggs; Cllr Kevin Brookes; Cllr Steve Butler; Cllr Spencer Flower; Cllr Susan Jefferies; Cllr Rebecca Knox; Cllr Byron Quayle

Officer attendance: ACFO James Mahoney; AM Craig Baker, AM Stuart Legg; DAC Tim Gray; Head of Strategic Planning and Knowledge Management, Mr Robert Ford; Performance & Evaluation Manager, Mrs Jane Barnes; Volunteer Co-ordinator, Mrs Nicky Jenkins; AM Seth Why (Fire Safety); Democratic Services Officer, Mrs Marianne Taylor

17/20 Welcome

17/20.1 The Chairman opened the meeting and welcomed attendees.

17/21 Apologies

17/21.1 No Apologies were received.

17/22 Code of Conduct, Declarations of Interest and Notifications of Any Other Business

17/22.1 The Chairman asked the meeting for any disclosures of pecuniary interests under the localism act.

17/22.2 There were no disclosures.

17/23 Public Questions

17/23.1 There were no members of the public present and no public questions had been received.

17/24 Review and approve the Minutes of the Dorset Local Performance and Scrutiny Committee meeting on 5 September 2017.

17/24.1 The chairman asked Members to review and approve the minutes from the last meeting.

17/24.2 **RESOLVED: Minutes were approved and signed as an accurate record with no amendments.**

17/25 Actions progress

17/25.1 Chairman moved Members to the Action progress report, which is now a standing item at all Local Performance and Scrutiny Committee meetings, making it easier to follow outcomes from actions.

17/25.2 P2 item 11 - Head of Strategic Planning and Knowledge Management. Mr Ford thanked Members for their patience. Adding that to the best of his knowledge DWFRA is the only Authority who receive the combined written and electronic data reports. **Action completed.**

17/25.3 P3 item 60 – Cllr Knox will follow up and feedback.

17/25.4 P4 item 65 – volunteering: The chairman invited AM Stuart Legg to respond to Members together with the Volunteer coordinator (Dorset), Mrs Nicky Jenkins. Members were advised about the volunteers and their roles. The volunteer scheme is being reviewed in light of the combination and the team will be looking at a ‘pathway approach’ from beginner to experienced volunteer. Currently there are no volunteer safe and well advisors (S&W) because they are unable to access the confidential database. **Action completed.**

17/25.5 Mrs Jenkins outlined the process of volunteering and involvement, Members were further advised that potential volunteers should be referred to the website or provided with a contact number for DWFRS.

17/25.6 Item 84 - AM Legg responded and confirmed that S&W visits are carried out for foster families. Child minders are treated differently as they are businesses. Engagement work will be carried out to maintain contact with social services and childminder services. **Action completed.**

17/25.7 Item 86 - AM Legg confirmed that the Road Safety Manager will attend next Dorset LPSC meeting on 26 February 2018. **Progressing.**

- 17/25.8 **RESOLVED: Actions 11, 65, 85 to be marked as completed.**
- 17/26 Performance monitoring for the preceding quarter**
- 17/26.1 AM Legg took Members through the 2nd Quarter's Performance Report for Dorset Local Performance & Scrutiny (Appendix A) adding that AM Baker would be reporting in his capacity of Area Commander South in future.
- 17/26.2 The three priorities that AM Stuart Legg has responsibility for in his area are:
Priority 1 Help you make safer and healthier choices
Priority 2 Protect you and the environment from harm, and
Priority 3 Be there when you need us.
- Priority 1**
- 17/26.3 AM Legg outlined the process and procedures that are taking place. The Chairman invited questions.
- 17/26.4 AM Why and Mrs Barnes have been looking at repeat calls with a view to spotting those who are vulnerable; to provide links to support; and to other agencies. A data sharing initiative, which should ultimately allow the Service, and other agencies, to receive it under data protection regulations was also outlined.
- 17/26.5 Head of Strategic Planning and Knowledge Management, Mr Ford outlined the work that is carried out with Aire Liquide. Mr Ford has also followed up with Dorset County Council about poor links. Members suggested ensuring that contractors receive training about sharing information and their role.
- 17/26.6 The Service has engaged with 853 children locally: this included 400 children on SafeWise. The Service asks for feedback on activities from teachers; arson reduction and interventions courses followed 42 cases of deliberate fire setting; a heathland event took place to help with understanding consequences of heathland fires, followed by restorative measures for offenders. Fire Cadets will take place at Blandford fire station and the Service is supporting education officers going into school with on-call firefighters.
- 17/26.7 Target groups were highlighted and included 16 – 24 age group,-Ministry of Defence (MoD) personnel, motorcycle and cycle riders and supporting an initiative from Dorset Police called 'close pass' for cyclists. The Road Death Overview Panel (RDOP) will look at increasing the 'close pass' activity to educate drivers. RDOP have met a couple of times and will be looking in detail at a number of road safety and highway issues.

- 17/26.8 AM Legg highlighted the schools engaging with Safe Drive Stay Alive (SDSA). Ten schools are currently not attending the initiative. Members suggested that the schools' forum might be a place to promote SDSA.
- 17/26.9 1051 safe & wells visits had taken place prioritising those most vulnerable first, AM Legg went through the case study of a vulnerable person, which resulted in a care package and a visit from S&W advisor. The service currently takes part in a number of initiatives to promote the S&W visits, including a hoarding partnership pilot. Members added that POPPS (Partnership for Older People Programme) is undergoing a review to improve the access to, and outcomes from, its services.
- 17/26.10 **ACTION: Mrs Barnes & Cllr Knox to discuss method of engagement in conjunction with DCC (CC to Chairman).**
- 17/26.11 **ACTION: The Area Manager to refer-on intelligence about contractor management ref BBC to Members at B&P LPS.**
- 17/26.12 **ACTION: The Area Manager to provide the dates when schools last attended SDSA, along with a trend analysis over four years if possible, before considering a letter through chairman.**
- 17/26.13 **ACTION: Road Safety Manager to ensure all schools (both state & public) in the area are listed.**
- 17/26.14 **ACTION: A letter to be drafted and sent to schools (Heads, Governors) about the importance of attending SDSA, as appropriate.**
- 17/26.15 **ACTION: AM Why to refer attendance at SDSA to the schools' forum, via DCC.**
- Priority 2**
- 17/26.16 The number of safeguarding referrals had increased and this is likely to indicate greater access to vulnerable people. A safeguarding audit had taken place and staff are undertaking safeguarding e-learning. AM Legg had visited a range of agencies to understand others' safeguarding practices. Also, once a quarter Weymouth station is used as a base for NHS blood donor sessions.

17/26.17 123 building regulation consultations had taken place and 8 complaints had been received. 38 post fire audits were carried out, 68 fire safety audits had been completed, with about 50% using the Chief Fire Officers Association (CFOA) short audit. There had been 40 licencing applications. Post Grenfell building audits had taken place in the seven high rise premises in the Dorset Area to check if they had similar cladding; Members were assured that Bournemouth and Poole (B&P) properties had been checked and B&P LPS Committee Members were aware. Cost recording is essential for Home Office (HO) & Department for Communities and Local Government (DCLG) imposed actions. The Service is capturing as much information as possible and responding to questions from HO. Members would like assurance that the Service is allocating resources appropriately to capture information

17/26.18 Heathland area and Sites of Specific Interest (SSSI) frequently had risk information recorded about them. Control of Major Accident Hazards regulations (COMAH) risk identification is paramount on commercial premises. Hazards include taking part in exercises related to toxins and environmental issues. AM Legg outlined the impact of prison fires. Partnerships are going well and the Service is working with the Environment Agency (EA) to provide storage for some of their equipment. We continue to work closely with the Civil Contingency Unit (CCU).

Cllr Knox and Cllr Butler left the meeting

17/26.19 **ACTION: The Area Manager cost of increasing responsibility since Grenfell and its outcomes.**

17/26.20 **ACTION: Democratic Services to check with the Director of Finance and Treasurer that forecasting and recording extra costs from HO and DCLG is in hand.**

Priority 3

17/26.21 A discussion took place about the success of on-call firefighters who had achieved 81.3% on-call availability. Recruitment drives are ongoing and a salary scheme had been introduced.

17/26.22 Response times had been 66.67% for first attendance at sleeping risk properties and 55.56% for second appliance attendance (sleeping risk includes care homes, hotels, prisons etc). For other buildings the first appliance to arrive within target response times was 56.25% of occasions and the second appliance arrived within target 52.38% of the time. Road Traffic Collision (RTC) response target of 15 minutes was achieved on 83.33%.

Some delays were caused by responders travelling to remote rural locations which were outside the ten minute isochrone (designated radius for travel).

17/26.23 Mr Ford outlined the Pinpoint database and how it helps target vulnerable areas which were outside the ten minute response time. This is where extra fire prevention education will take place.

17/26.24 DAC Gray reported on a fire related death in the area where the Service was not required to attend. There was a slight increase in deliberate fires. Dorset firefighters were involved in rescue of trapped persons from Weymouth landmark which was reported extensively in the National news.

17/26.25 Competency levels were on-call 78.4% and 92% for wholetime crewing. The shortfall was primarily due to training time for on-call firefighters and those with periods away from work , which had been followed up, the figures were similar to the previous quarter.

17/26.26 Learning had taken place through hot debriefs, multi-agency and command debriefs. Managers are automatically mobilised to do quality audits at significant events. and feedback into training procedures and equipment

17/26.27 **RESOLVED: Having scrutinised the performance report Members were content to approve it.**

17/27 Briefing from the Area Manager

17/27.1 Included in item above.

17/28 Issues raised by Members (agreed with chairman)

17/28.1 No items were raised.

17/29 Date of Next Meeting

17/29.1 The Chairman confirmed the date of the next Dorset Local Performance and Scrutiny Committee meeting as 26 February 2018 at Dorchester Community Fire Station, Peverell Avenue West, Poundbury, Dorset DT1 3SU.

17/29.2 Members discussed and agreed that Dorset LPSC meetings should start at 9.30am and that they should not take place on Tuesdays unless it's the only day available.

17/29.3

ACTION: Democratic Services to amend the meeting time to start at 9.30am

Meeting closed at 11.30hrs

Signed: _____